

## CITY OF ATLANTA

Kasim Reed Mayor SUITE 1900
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
asmith@atlantaga.gov

July 18, 2014

## ATTENTION INTERESTED RESPONDENT:

Your firm is hereby invited to submit to the City of Atlanta (the "City"), Department of Procurement (the "DOP"), a qualification statement for FC-7587, Airfield Maintenance and repair Contractors at Hartsfield-Jackson Atlanta International Airport. The City is seeking qualification statements from Respondents to perform airfield maintenance and repair for various projects for the City's Department of Aviation at Hartsfield-Jackson Atlanta International Airport.

A Pre-Qualification Conference will be held on Tuesday, August 5, 2014, at 2:00 P.M., at the Hartsfield-Jackson Technical Support Campus, 1255 South Loop Road, College Park, Georgia 30337. The purpose of the Pre-Qualification Conference is to provide respondents with detailed information regarding the Procurement process and to address questions and concerns. There will be representatives from the Department of Aviation, Risk Management and the Office of Contract Compliance available at the conference to discuss this project and to answer any questions. Attendance to the Pre-Qualification Conference is strongly encouraged.

The last date to submit questions will be **Friday, August 8, 2014, at 5:00 P.M.** Questions may be sent Mr. Leslie H. Page, Contracting Officer, via email at lpage@atlantaga.gov, or facsimile at 404-658-7705. Questions will be responded to in the form of an addendum.

Your response to this Request for Qualifications ("RFQ") must be received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, GA 30303, no later than 2:00 P.M., on Wednesday, August 20, 2014. Any Qualification Statements received after this time will not be considered and will be rejected and returned.

Respondents names will be publicly read at 2:00 P.M. on the respective due date in Suite 1900, 1<sup>st</sup> Floor, 55 Trinity Avenue, S.W., City Hall South, Atlanta, GA 30303.

Request for Qualifications
FC-7587, Airfield Maintenance and Repair Contractors at Hartsfield- Jackson Atlanta
International Airport

July 18, 2014 Page 2

This RFQ is being made available by electronic means. If accepted by such means, then the bidder acknowledges and accepts full responsibility to insure that no changes are made to the RFQ. In the event of conflict between a version of the RFQ in the Respondent's possession and the version maintained by the Department of Procurement, the version maintained by the Procurement Department shall govern.

You are required to email your business name, contact person, address, phone number, fax number and the project number to Mr. Leslie H. Page, Contracting Officer, at <a href="mailto:lpage@atlantaga.gov">lpage@atlantaga.gov</a>, and Jessica Boston, Administrative Assistant Senior, a <a href="mailto:jaboston@atlantaga.gov">jaboston@atlantaga.gov</a> to be placed on the Plan Holders List. Failure to do so will prevent you from receiving any addenda that are issued and may deem you non-responsive.

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all proposals when it is for good cause and in the best interest of the City. Thank you for your interest in doing business with the City.

Sincerely,

Adam L. Smith

ALS:lhp